

The Insolvency Act 1986**Liquidator's Progress
Report****Pursuant to Sections 92A and 104A
of the Insolvency Act 1986****S.192**

To the Registrar of Companies

For Official Use

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Company Number

06013096

Name of Company

R & J Hunter & Co Limited t/a Decorflair
--

I / We
Andrew David Haslam
2 Collingwood Street
Newcastle upon Tyne
NE1 1JF

Simon John Lundy
2 Collingwood Street
Newcastle upon Tyne
NE1 1JF

the liquidator(s) of the company attach a copy of my/our progress report
under section 192 of the Insolvency Act 1986

Signed



Date 27 April 2012

Begbies Traynor (Central) LLP
2 Collingwood Street
Newcastle upon Tyne
NE1 1JF

Ref RJ002CVL/ADH/SJL/GMS/KSB

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Insolvency Sect

Post Room

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COMPANIES HOUSE

R & J Hunter & Co Limited t/a Decorflair
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments

Statement of Affairs		From 01/03/2011 To 29/02/2012
3,200 00	HIRE PURCHASE	
(5,570 00)	HP- Motor Vehicle - Peugeot Boxer	NIL
	BHF Finance	NIL
		<u>NIL</u>
	ASSET REALISATIONS	
NIL	Fixtures & Fittings	NIL
4,500 00	Stock	5,000 00
2,184 75	Book Debts	1,327 38
Uncertain	Goodwill	NIL
1 00	Sundry Refunds-Rates/Insurance/Utilities	938 74
	Bank Interest Gross	0 57
		<u>7,266 69</u>
	COST OF REALISATIONS	
	Insolvency Practitioners' Bond	20 00
	Statement of Affairs Fee	3,500 00
	Company Search	1 00
	Stationery & Postage	1 70
	Removals	1,200 00
	Storage Costs	927 50
	Statutory Advertising	226 80
	BTG Mileage	32 00
		<u>(5,909 00)</u>
(13,580 47)	PREFERENTIAL CREDITORS	
	Employees & DBIS-Arrears wages/Hol	NIL
		<u>NIL</u>
	UNSECURED CREDITORS	
(138,206 61)	Trade Creditors	NIL
(942 15)	Employees & DBIS-Arrears of Wages	NIL
(41,713 60)	Employees & DBIS-Notice & Redunda	NIL
(56,490 25)	Robert Osbourne Hunter	NIL
(23,837 00)	Lloyds TSB Bank plc	NIL
(1,264 63)	HM Revenue & Customs (PAYE/NIC)	NIL
NIL	HM Revenue & Customs (C Tax)	NIL
(19,337 83)	HM Revenue & Customs (VAT)	NIL
NIL	Landlord (Chester-le-Street)-	NIL
(30,754 81)	Landlord (Byker&Blyth)-JT Clough & S	NIL
		<u>NIL</u>
	DISTRIBUTIONS	
(1 00)	Ordinary Shareholders	NIL
		<u>NIL</u>
<u>(321,812.60)</u>		<u>1,357.69</u>
	REPRESENTED BY	
	Vat Receivable	941 80
	Bank 2 Current	1,415 89

Vat Payable

(1,000 00)

1,357.69



Andrew David Haslam
Joint Liquidator

R & J Hunter & Co Limited t/a Decorflair (In Creditors' Voluntary Liquidation)

Progress report pursuant to Section 104A of the Insolvency Act 1986 and Rule 4.49C of the Insolvency Rules 1986

Period: 1 March 2011 to 29 February 2012

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Important Notice

This progress report has been produced solely to comply with our statutory duty to report to creditors and members of the Company on the progress of the Liquidation. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them or by any other person for any purpose whatsoever.

1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	R & J Hunter & Co Limited t/a Decorflair (In Liquidation)
"the Liquidation"	The appointment of Liquidators pursuant to Section 98 of the Act on 1 March 2011
"the Liquidators", "we", "our" and "us"	Andrew David Haslam and Simon John Lundy of Begbies Traynor (Central) LLP, 2 Collingwood Street, Newcastle upon Tyne, NE1 1JF
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency Rules 1986 (as amended)
"secured creditor" and "unsecured creditor"	"Secured creditor", in relation to a company, means a creditor of the Company who holds in respect of his debt a security over property of the Company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act), and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 of the Act

2. COMPANY INFORMATION

Trading name	Decorflair
Company registered number	06013096
Company registered office	Begbies Traynor (Central) LLP, 2 Collingwood Street, Newcastle upon Tyne, NE1 1JF
Former trading addresses	119 Front Street, Chester-le-Street, DH3 3BL 25-28 Market Place, Market Square, Blyth, NE24 1BQ 63 Shields Road, Byker, NE6 1DL

3. DETAILS OF APPOINTMENT OF THE JOINT LIQUIDATORS

Date winding up commenced	1 March 2011
Date of Liquidators' appointment	1 March 2011
Changes in Liquidator (if any)	None

4. PROGRESS DURING THE PERIOD

Following appointment, the Joint Liquidators negotiated a sale of the Company's stock to MRH Products Limited, a company associated by a common Director, Robert Hunter. Staged payment for the sale of the assets was agreed therefore recovery of these funds is ongoing.

This progress report should be read in conjunction to the report presented to the meeting of creditors pursuant to Section 98 of the Insolvency Act 1986 on 1 March 2011. Attached at Appendix 1 is our abstract of receipts and payments for the period from 1 March 2011 to 29 February 2012.

Receipts

Stock

BTG Asset Consulting Limited (part of the Begbies Traynor Group) was engaged to provide a valuation of the Company's stock. A valuation of £4,500.00 was achieved and the stock was sold to an associated company, MRH Products Limited for £10,000.00 plus VAT. To date £5,000.00 has been received. BTG Asset Consulting Limited are assisting in the recovery of these funds and will be remunerated once all funds have been received.

Book Debts

The Directors' estimated Statement of Affairs included book debts with an estimated to realise figure of £2,184.75. The Directors, Robert and Joyce Hunter, are collecting the book debts on behalf of the Joint Liquidators. To date £1,327.38 has been received. The Joint Liquidators will now review this position and if necessary engage solicitors to recover the remaining debts.

Sundry Refunds

A refund of £938.74 has been received from Newcastle City Council for Non-Domestic Rates paid in advance. It is not anticipated there will be any further realisations in this respect.

Bank Interest (Gross)

Bank interest of £0 57 has accrued over the period of the Liquidation. Bank interest is usually subject to Corporation Tax however, due to an understanding/working arrangement reached with HM Revenue & Customs there will be no Corporation Tax liability.

Payments**Insolvency Practitioners' Bond**

As a requirement of the Liquidation, insurance brokers, Willis Limited, have been engaged to provide the Insolvency Practitioners' bond. A cost of £20 00 has been incurred and discharged in this respect.

Statement of Affairs Fee

A fee of £3,500 00 plus VAT and disbursements payable to Begbies Traynor (Central) LLP for the preparation of the Statement of Affairs and costs of calling the necessary meetings of members and creditors was approved by creditors at a meeting on 1 March 2011 and duly paid out of Liquidation funds.

Company Search

A cost of £1 00 has been incurred and discharged for carrying out a company search on the Companies House Direct website.

Stationery & Postage

A cost of £1 70 has been incurred and discharged for stationery and postage in relation to circulating the Section 98 report to all creditors.

Removals

A & S Removals were engaged to move the Company's stock from the premises at 119 Front Street, Chester-le-Street, DH3 3BL to a storage facility. Costs of £1,200 00 have been incurred and discharged in this respect.

Storage Costs

Ramage Transport Limited was engaged to provide storage facilities for the Company's stock until it was sold to MRH Products Limited. A cost of £830 00 has been incurred and discharged in this respect.

DataSafe Storage Limited was engaged to provide boxes in order to store the Company's books and records. A cost of £97 50 was incurred and discharged in this respect.

Statutory Advertising

Costs of £226 80 have been incurred and discharged for statutory advertising in the London Gazette. This includes advertising the notice of the initial creditors meeting and the notice of appointment of Joint Liquidators.

BTG Mileage

Costs of £32 00 have been paid to Begbies Traynor (Central) LLP staff for travel to the Company's premises. This is a Category 2 Expense.

5. ESTIMATED OUTCOME FOR CREDITORS

The sums owed to creditors at the date of appointment as detailed in the Directors' Statement of Affairs are as follows:

Secured creditor

There are no secured creditors in this case.

Preferential creditors

Preferential claims of employees for arrears of wages, salary and holiday pay were estimated at £13,580.47. A preferential claim of £11,705.18 has been received from the Redundancy Payments Service. Based upon realisations to date and estimated future realisations, it is anticipated that there will be insufficient funds available to enable a dividend to be paid to the preferential creditors.

Prescribed Part for unsecured non preferential creditors pursuant to Section 176A of the Act

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property applies.

Unsecured non-preferential creditors

Unsecured non-preferential creditors were estimated at £138,206.61. Based upon realisations to date and estimated future realisations it is anticipated there will be insufficient funds available to enable a dividend to be paid to the unsecured non-preferential creditors.

6. THE JOINT LIQUIDATORS' REMUNERATION & CATEGORY 2 DISBURSEMENTS

Our remuneration has been fixed by a resolution of creditors at the meeting held pursuant to Section 98 of the Act by reference to the time properly given by us (as Liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the Liquidation. We are also authorised to draw disbursements, including disbursements for services provided by our firm (defined as Category 2 disbursements in Statement of Insolvency Practice 9) in accordance with our firm's policy, details of which accompanied the Statement of Affairs and other information presented to the meeting of creditors convened pursuant to Section 98 of the Act and which is attached at Appendix 2 of this report.

Our post-appointment time costs for the period from 1 March 2011 to 29 February 2012 amount to £8,763.50 which represents 65.70 hours at an average rate of £133.39 per hour.

No remuneration has been drawn to date.

Category 2 disbursements of £32.00 in respect of mileage to BTG Staff, that have been taken in accordance with the approval obtained, are provided in the narrative summary of time costs incurred which is attached at Appendix 2.

BTG Asset Consulting Limited, part of the Begbies Traynor Group, assisted in the sale of the Company's stock. An invoice for the services provided has not yet been received, this is also a Category 2 expense.

The following further information in relation to our time costs and disbursements is set out at Appendix 2.

- ☐ SIP9 table of time spent and charge-out value for the period 1 March 2011 to 29 February 2012
- ☐ Narrative summary of time costs incurred
- ☐ Begbies Traynor (Central) LLP's policy for re-charging disbursements
- ☐ Begbies Traynor (Central) LLP's charge-out rates

7. THE JOINT LIQUIDATORS' EXPENSES

A statement of the expenses incurred during the period of this progress report is attached at Appendix 3

8. ASSETS THAT REMAIN TO BE REALISED

The Joint Liquidators are awaiting further realisations for the Company's stock and book debts. As mentioned previously, BTG Asset Consulting Limited are assisting in the recovery of funds for the Company's stock and the Directors' are assisting in the recovery of the funds for the Company's book debts. Once these funds are received the case can be closed.

9. OTHER RELEVANT INFORMATION

Investigations and reporting on Directors conduct

You may be aware that a Liquidator has a duty to enquire into the affairs of an insolvent Company to determine its property and liabilities and to identify any actions which could lead to the recovery of funds. In addition, as explained in the report circulated prior to the meeting of creditors convened pursuant to Section 98 of the Act, a Liquidator is also required to consider the conduct of the Company's Directors and to make an appropriate submission to the Department for Business Innovation and Skills. We can confirm that we have discharged our duties in these respects.

Connected party transactions

A sale of Company's stock to MRH Products Limited was agreed on 4 March 2011. This company is associated by a common Director, Robert Hunter.

We have not been made aware of any other connected party transactions.

10. CREDITORS' RIGHTS

Right to request further information

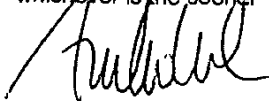
Pursuant to Rule 4.49E of the Rules, within 21 days of the receipt of this report a secured creditor, or an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors, including that creditor, (or an unsecured creditor with less than 5% in value of the unsecured creditors, but with the permission of the Court) may request in writing that we provide further information about our remuneration or expenses which have been detailed in this progress report.

Right to make an application to Court

Pursuant to Rule 4.131 of the Rules, any secured creditor or any unsecured creditor with the concurrence of at least 10% in value of the unsecured creditors including that creditor, (or any unsecured creditors with less than 10% in value of the unsecured creditors, but with the permission of the Court) may, within 8 weeks of receipt of this progress report, make an application to Court on the grounds that the remuneration charged or the expenses incurred as set out in this progress report are excessive or, the basis fixed for our remuneration is inappropriate.

11. CONCLUSION

We will report again in approximately twelve months time or at the conclusion of the Liquidation, whichever is the sooner

A handwritten signature in black ink, appearing to read 'Andrew D Haslam', written over the text of the previous block.

Andrew D Haslam
Joint Liquidator

Dated 27 April 2012

THE JOINT LIQUIDATORS' ACCOUNT OF RECEIPTS AND PAYMENTS

Period 1 March 2011 to 29 February 2012

Estimated to realise per Statement of Affairs £		1 March 2011 to 29 February 2012 £
	RECEIPTS	
4,500 00	Stock	5,000 00
2,184 75	Book Debts	1,327 38
1 00	Sundry Refunds	938 74
	Bank Interest (Gross)	0 57
<u>6,685 75</u>		<u>7,266 69</u>
	PAYMENTS	
	Insolvency Practitioners' Bond - Willis Limited	(20 00)
	Statement of Affairs Fee - Begbies Traynor (Central) LLP	(3,500 00)
	Company Search - Companies House Direct	(1 00)
	Stationery & Postage - Begbies Traynor (Central) LLP	(1 70)
	Removals - A & S Removals	(1,200 00)
	Storage Costs - Ramage Transport & DataSafe Storage	(927 50)
	Statutory Advertising - Courts Advertising Limited	(226 80)
	Mileage - Begbies Traynor (Central) LLP Staff	(32 00)
		<u>(5,909 00)</u>
	REPRESENTED BY:-	
	VAT Receivable	941 80
	VAT Payable	(1,000 00)
	Bank 2 Current	1,415 89
	Balance at Bank	<u>1,357 69</u>

* Receipts and payments are shown net of VAT

THE JOINT LIQUIDATORS' TIME COSTS AND DISBURSEMENTS

- a SIP9 table of time spent and charge-out value for the period from 1 March 2011 to 29 February 2012,
- b Narrative summary of time costs incurred,
- c Begbies Traynor (Central) LLP's policy for re-charging expenses/disbursements, and
- d Begbies Traynor (Central) LLP's charge-out rates

[illegible]

BEGBIES TRAYNOR (CENTRAL) LLP - NARRATIVE SUMMARY OF TIME COSTS

NEWCASTLE UPON TYNE/TEESSIDE OFFICES

CORPORATE APPOINTMENTS

The narrative below refers to the time cost grid provided to creditors in compliance with Statement of Insolvency Practice SIP 9 and summarises the detailed time records maintained by Begbies Traynor (Central) LLP, more detail of time spent with time recorded over 28 separate headings is available on request

Some of the detail may not be appropriate to this particular insolvency appointment

ADMINISTRATION AND BANKING

Appointment and Case Planning - initial notifications of appointment to creditors, statutory notices, statutory adverts etc after appointment

All correspondence with Companies House and the Court

Any necessary consideration of validity of appointment

All work relating to obtaining and maintaining the IP bond

Administration and Banking - general administration not covered within a specific time code

Bank reconciliations, general case banking, fee calculation, SIP 9 grids and WIP

All closing matters and any post closure work

Statutory Reporting and Statement of Affairs - all reports and returns not under another specific time coding

Case reviews, consideration of strategy

File notes, planning meetings, internal meetings for case discussion and file reviews

Preparation and review of receipts and payments accounts

Contact with Directors re preparation/submission of Statement of Affairs

INVESTIGATIONS

CDDA and Investigations - drafting and submission of CDDA reports/returns to DBIS and any necessary follow up work in relation to Directors (includes any travel specifically for CDDA proceedings)

All general investigation work other than that specifically required for CDDA reporting and proceedings – e.g investigations to identify antecedent transactions, preferences, transactions at undervalues, misfeasance's, director overdrawn loan accounts etc

REALISATION OF ASSETS

Debt Collection - preparation of, and review of, the schedule of book debts, all work and correspondence to collect book debts (but not 'Trading' debts) and other debts such as claims, refunds etc, investigating likelihood of recovery and write offs, all contact with debtors, instruction of solicitors, negotiation of any commercial settlements

Property, Business and Asset Sales - all steps to be taken to preserve and realise fixed charge assets and floating charge assets (other than book debts) including stock, WIP, plant and equipment, computers, office furniture and equipment and motor vehicles

APPENDIX 2b

Negotiations and steps pre and post completion relating directly to sale of business/assets

Sale of any intangible assets eg IPR, copyrights, patents

Retention of Title/Third Party Assets - general enquires, stock-taking, agreeing claims and correspondence with ROT creditors

Dealing with hire purchase, lease purchase, lease, rental and hire creditors etc

Dealing with landlords, surrenders and disclaimers of leases

TRADING (if appropriate)

Trading - Trading strategy meetings, site attendance, dealing with customers/suppliers and dealing with accounts, collection of trading debts and including employee issues arising during trading but not redundancy

Preparation of trading facts and figures, all necessary accounting, dealing with VAT, PAYE etc for the trading period

Management and control of the trading, reporting to funders, banks and other third parties

CREDITORS

Secured - establishing validity and scope of security, all correspondence and work associated with distribution to secured creditors

Communications with and reporting to secured creditors

Others - correspondence, e-mails, phone calls with preferential and non preferential unsecured creditors (including dealing with enquiries from parties who claim to be creditors)

Correspondence, e-mails, phone calls with members

Acknowledgement and recording of creditor claims

Adjudication of the claims as appropriate

Redundancy, employee claims and correspondence (other than employee issues arising as part of trading), DBIS RPO correspondence

Creditors Committee - meetings, reports to and dealings with creditors committee / liquidation committee, if appointed

OTHER MATTERS

Meetings - all meetings, including statutory meetings, following appointment other than creditors committee / liquidation committee meetings, other meetings (excluding those specifically part of investigations or CDDA reporting/proceedings) and internal case strategy meetings

Tax - all statutory returns, VAT returns, CT returns, P35 PAYE returns, all calculations, disputes, enquiries and inspections

Litigation— all work relating to legal proceedings (following issue of proceedings)

Other - all work involving pension issues

Travel to businesses, meetings, Courts, Directors, shareholders and in respect of trading insolvencies (excludes any travel specifically for CDDA proceedings)

Begbies Traynor (Central) LLP, Newcastle upon Tyne and Teesside.

BEGBIES TRAYNOR (CENTRAL) LLP

DISBURSEMENTS AND EXPENSES POLICY AND CHARGE OUT RATES

NEWCASTLE UPON TYNE AND TEESSIDE OFFICES

INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis.

Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration.

Where the office holder's remuneration is proposed to be fixed on an additional or alternative basis, sufficient information will be provided to creditors in order to allow them to consider whether to approve the proposed basis or bases of the office holder's remuneration.

Following approval further information will be provided to creditors regarding the office holder's fees as required by the legislation and best practice guidance.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm and also where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest.

Best practice guidance² requires that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate.

He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level.

There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded, in 6 minute units, at the individual's hourly rate in force at that time, the hourly rates applicable to this case are detailed below.

This is of course only applicable to those cases where the office holder is remunerated on a time cost basis, rather than the additional or alternative bases explained in SIP9.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Best practice guidance classifies expenses into two broad categories.

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales (Effective 6 April 2010)

² Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales (Effective 6 April 2010)

- *Category 1 disbursements (where creditor approval is not required)* - specific expenditure that is directly related to the case usually referable to an independent external supplier's invoice. Such expenditure may include Court fees, filing fees, company search fees, ML Regulation ID fees, oath fees, redirection of mail, external storage of books and records, external printing copying and stationary, postages, etc as well as legal fees, property agent fees, security, valuer fees, auctioneer and agent fees, utility costs etc. All such items are charged to the case as they are incurred.
- *Category 2 disbursements (where creditor approval is required)* - items of incidental expenditure directly incurred on the case which include an element of shared or allocated cost and which are based on a reasonable method of calculation.

The following items of expenditure may be charged to the case (subject to creditor approval)

- Internal meeting room usage for the purpose of statutory meetings is charged at the rate of £100 per meeting. The Newcastle upon Tyne and Teesside offices do not at this time make any such charge to the insolvent estate for internal meeting room usage.
 - Car mileage is charged at the rate of 40 pence per mile.
 - Storage of books and records (when not chargeable as a *Category 1 expense*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates. The Newcastle upon Tyne and Teesside offices do not at this time make any such charge to the insolvent estate for the internal storage of books and records.
- *Expenses which should be treated as Category 2 disbursements (creditor approval is required)*

In addition to the 2 Categories referred to above best practice guidance indicates that where payments are made or are to be made to outside parties in which the office holder or his firm or any associate has an interest these payments should be treated as Category 2 disbursements.

Such Category 2 disbursements would for example include payments made to other entities within the Begbies Traynor Group (BTG) e.g. BTG Asset Consulting, BTG Corporate Finance, BTG Commercial Finance, BTG Tax, BTG Global Network (incorporating BTG Forensic, BTN Risk and BTG Intelligence).

BTG Asset Consulting, a division of BTG Consulting LLP which is itself part of BTG, charges £125 per hour for their advice regarding asset appraisal and disposal etc.

BTG Global Network provide a wide range of services, the most likely to be used in an insolvency procedure is in relation to enquiries and investigations into the location of assets or individuals surveillance and other investigative services, costs range from £100 to £250 per hour.

Where we have used or intend to use other entities within the Begbies Traynor Group that fact will be disclosed in the report to which this Appendix is attached or in future reports to creditors detailing the reasons for the instruction, the nature of the work undertaken, the basis of remuneration and the costs thereof.

The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*.

- Telephone and facsimile
- Printing and photocopying
- Stationery
- Postages

APPENDIX 2d

BEGBIES TRAYNOR (CENTRAL) LLP

CHARGE-OUT RATES

NEWCASTLE UPON TYNE AND TEESSIDE OFFICES

Begbies Traynor (Central) LLP is a national firm

The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions

The rates applying to the Newcastle upon Tyne and Teesside offices of Begbies Traynor (Central) LLP as at the date of the report to which this Appendix is attached are as follows

Grade of staff	Charge-out Rate (£ per hour)
Partner	395
Director	345
Senior Manager	310
Manager	265
Assistant Manager	205
Senior Administrator	175
Administrator	135
Junior Administrator	110
Support	110

The rates applying to the Newcastle upon Tyne and Teesside offices of Begbies Traynor (Central) LLP prior to 1 May 2011 are as follows

Grade of staff	Charge-out Rate (£ per hour)
Partner	350
Director	325
Senior Manager	295
Manager	250
Assistant Manager	195
Senior Administrator	160
Administrator	130
Junior Administrator	100
Support	100

Time spent by support staff for carrying out shorter tasks, such as typing or dealing with post, is not charged to cases but is carried as an overhead

Only where a significant amount of time is spent at one time on a case is a charge made for support staff

Time is recorded in units of 0.10 of an hour (i.e. 6 minute units)

STATEMENT OF THE JOINT LIQUIDATORS' EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Insolvency Practitioners' Bond	Willis Limited	20 00	20 00	0 00
Company Search	Companies House Direct	1 00	1 00	0 00
Stationery & Postage	Begbies Traynor (Central) LLP	1 70	1 70	0 00
Removals	A & S Removals	1,200 00	1,200 00	0 00
Storage Costs	Ramage Transport Limited	830 00	830 00	0 00
	DataSafe Storage Limited	97 50	97 50	0 00
Statutory Advertising	Courts Advertising	226 80	226 80	0 00
Mileage	Begbies Traynor (Central) LLP Staff	32 00	32 00	0 00
Assistance in the sale of the Company's stock	BTG Asset Consulting	Uncertain	0	Uncertain